

## Internal Memorandum

Public Works Department  
Office of the Director (5200)

**TO:** Professional Services Review Committee      **DATE:** April 1, 2016

**THRU:** Lowell Duhon

**FROM:** Tom Carroll

**SUBJECT:** **PROFESSIONAL SERVICES REVIEW COMMITTEE**  
***CALL FOR COMMITTEE MEETING***

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A meeting of the Professional Services Review Committee is being called for **Tuesday, April 5, 2016 at 5:00 p.m.**, in the Small Briefing Room in the Council Chambers at City Hall. The purpose of the meeting is to make selections for the following:

<u>Project/Services Required</u>	<u>Approx. Cost</u>	<u>Recommendation</u>
West Congress St. Bridge Rehab. (PW) <i>Testing/Inspection</i>	\$10,000	LA Testing & Inspection
West Regional Library (PW) <i>Geotechnical Engineer</i>	\$15,000	Site Engineering
Energy Conservation Campaign (LUS) <i>Advertising/Marketing</i>	\$56,000	Graham Group
2016 Urban Street Overlay and Rehab (PW) <i>Inspection</i>	\$200,000	Technical Inspectors
2016 Urban Street Overlay and Rehab (PW) <i>Testing</i>	\$20,000	LA Testing & Inspection



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Thomas R. Carroll, III, P.E., P.L.S.  
Public Works Director

***SCOPE OF SERVICES***

**WEST CONGRESS ST. BRIDGE REHAB. – Provide material testing and inspection for concrete and limestone base for the bridge rehabilitation project**

**WEST REGIONAL LIBRARY – Soil testing to determine building foundation and parking lot pavement requirements**

**ENERGY CONSERVATION CAMPAIGN – Advertising and marketing services to consist of outdoor advertising, bill stuffers, print media and radio/TV spots**

**2016 URBAN STREET OVERLAY AND REHAB – Inspection firm will monitor work being performed by the contractor to ensure repair methods are within LCG specifications**

**2016 URBAN STREET OVERLAY AND REHAB – Testing firm shall perform material testing on all materials used in the overlay project to ensure conformity within the LCG specifications are used.**